

**2020/09/07 Western Springs College - Ngā Puna O Waiōrea  
BOT Meeting held In The Whare Tapere at 6pm**

<b>Attendees</b>	
Ivan Davis (ID)	Principal
Carol Gunn (CG)	WSC Parent Rep(Chairperson)
Craig Moller (CM)	WSC Parent Rep
Linda Pirrit (LP)	WSC Parent Rep
Belinda Drake (BD)	WSC Parent Rep
Christine Goodes (GS)	Secretary
MJ Thompson (MT)	Whanau Rep
Rob Coltman (RC)	WSC Parent Rep
Chris Selwyn (CS)	Tumuaki
Paul Alford (PA)	Deputy Principal
Tracey Watkinson (TW)	Waiōrea Whanau Rep
Maia McRoberts (MM)	Student Rep WSC
<b>Apologies:</b>	Helen Long, James Watkinson, Eruera Lee-Morgan, Isabella Ashby, Rangimarie Hunia, Howard Blackwell.
<b>Facilitator:</b>	Carol Gunn

Chris opened with a Karakia

	<b>DECLARATION OF INTERESTS: Nil</b>
1.	<b>STRATEGIC DECISIONS:</b>
	<p><b>2020 Finance</b></p> <ul style="list-style-type: none"> <li>● We have recently received \$164K from the Ministry to help keep our international department staff employed.</li> <li>● ID says our deficit is now \$130K so things are looking more promising.</li> <li>● HB is concerned about the services of our Accountant and is looking at other suppliers at the moment.</li> <li>● Discussion around what we are going to do if we have no international students in 2021 and a looming cash crisis?</li> <li>● The International Department is working very hard to retain 50 students who are already here, asking them to stay over Christmas. We have buyin from the Homestay families and from the international students concerned.</li> </ul>

	<ul style="list-style-type: none"> <li>● ID has met with the ESOL team and talked about redeployment next year.</li> <li>● Staff have been asked to declare their intentions for returning next year and it seems likely that all will stay apart from those who have applied for study awards.</li> </ul> <p><b>Action: Chair noted the board’s gratitude to SLT and teaching staff for covering relief which in turn decreases our deficit.</b></p> <ul style="list-style-type: none"> <li>● Congratulations are going to Mel Webber who has been elected unopposed for the role of President of the PPTA.</li> </ul> <p>Funding:</p> <ul style="list-style-type: none"> <li>● LP says there is DHB school based funding available.</li> <li>● TW is putting an application together for funding and should be finished by Friday. This will be for mentoring and counselling. MSD funding is also available targeting Māori. TW is only talking about funding for Waiōrea.</li> </ul> <p><b>Action: TW &amp; LP to talk together to explore funding.</b></p> <p><b>Action: TW/CS to forward on the mental health email from RH.</b></p> <ul style="list-style-type: none"> <li>● We need to look at the perfect scenario then work backwards to see what sort of funding is out there.</li> </ul> <p><b>Action: LP to coordinate with Maia and Ivan as to where we are heading and a vision, and to also touch base with Tracey and Chris.</b></p> <p>Academic Reporting:</p> <ul style="list-style-type: none"> <li>● Board members found the tabled graphs hard to interpret.</li> <li>● ID has summarised academic achievement in his Principal’s Report.</li> </ul> <p><b>Action: A copy of a tabled report about quality data is to be sent to the whole board.</b></p> <ul style="list-style-type: none"> <li>● We still need to report against our Annual Plan even though we may not achieve our goals.</li> <li>● ID notes that it is our Heads of House that are the safety net for underachieving students. The board only needs a simple traffic light system.</li> <li>● Our Heads of House know explicitly which students are not going to get through.</li> <li>● This is our real focus now. Staff are entering in a google sheet those students who are borderline. Every term this can be reported to the Board.</li> </ul> <p><b>Resolution:</b></p> <p><b>In 2021 the board will receive a report on academic achievement at the start of term 2, term 3 and term 4. This report is to go to the Achievement &amp; Wellbeing Committee before the whole board.</b></p> <p>Date for wananga - level 1</p> <ul style="list-style-type: none"> <li>● Wait until Level 1 to revisit this.</li> </ul>
2.	<b>STRATEGIC DISCUSSIONS</b>
	<p><b>Discussion led by Chris and Ivan on direction of co-management approach:</b></p> <p>Succession Planning</p> <ul style="list-style-type: none"> <li>● RC &amp; CG’s positions expire in December.</li> <li>● The Election has to be held by 4 December.</li> </ul>

- The roll will be closed off by the end of October.
- JW's position also comes up for selection at this time.
- CS worries about institutional knowledge. We need to make sure someone else knows what to do.

**Action: CG is to have a chat with Trevor Crosby about succession planning and institutional knowledge.**

Co-management model

- CS and ID have met with Rangimarie.
- She has been mentoring them in co-management.
- The key for us is to have more of an overview of how kura works and to ensure that there is a WSCW vision that we both share.
- Both need to look at change and ensure duplication of work is not happening.
- More work needs to be done on policy in relation to School Docs.
- They have talked with Anne Milne about an Assistant Principal position to assist the Tumuaki.
- How as a board are we expecting the Ministry to handle a co-governance constitution with two principals?

**Action: TW will find out the information from Ray Webb on what we need to do to improve our co-governance practice. This is to go to the co-governance committee with some recommendations from that committee to be taken to the full board.**

Principal's Report

- The level of student motivation is low at the moment.
- Roll projections are more than expected.
- For the first time this year we have more girls than boys.
- Following on from a meeting with Ray Webb, ID has contacted MOE Auckland staff involved with Waiōrea's Special Reasons funding as well as Philippa Pidd in the Head Office in Wellington to ensure:
  1. That current Special Reasons funding be continued for 2021.
  2. That the proposed 3 full time teacher equivalents (3 x \$90,000) formula be progressed for 2021 to boost the Special Reasons funding.
- The current funding will roll over to 2021 with a funding boost of \$270K
- We are awaiting this decision in writing which should come through in one month.

**Action: If the Ministry does not respond we will compose a letter.**

- The board needs to acknowledge Ray Webb and James Watkinson for progressing this work.

Student Report

- MM reported that students were still struggling after returning from the second lockdown.
- To engage students we need more things to do at lunchtime. She is looking at organising some events within school.
- Restrictions on extra-curricular activities have had an impact on the students.
- Students found the recorded lessons useful.
- Some students say they have too much work.
- Workshops in the holidays will be good.
- CG acknowledged MM's year on the board and that we will invite her to the board meetings for the rest of the year to help with the induction of new student trustees.

3.

**MONITORING**

**Health & Safety:**

- A meeting has taken place and the minutes are tabled.
- Craig noted that some of our focus should be on our students' wellbeing.

**Action: Wellbeing to be picked up by the Achievement and Wellbeing Committee.**

- Road blocking behind the KHCL building has been installed. The proper barriers should be installed in October.

**Matters arising from previous minutes:**

- Action points to be followed up by email.

**Correspondence:**

- Noted

**Behaviour Management:**

- CG reports that a NZSTA Student Behaviour Management Workshop is organised for 15 September and she thoroughly recommends it to all board members.
- ID reported that one student has been excluded and has been offered an interview at another school.

**Action: For succession purposes RC is happy to note down his thoughts when sitting on a Student Behaviour panel meeting.**

**Action: Ivan to get out the templates and circulate them.**

**Resolution:**

**That the previous meeting minutes, all verbal and written reports and correspondence be accepted.**

**(Carol Gunn - passed by consensus)**

**Next board meeting will be 19 October 2020**

**Meeting finished at 9.00pm.**

**Ratified by: Carol Gunn**

**Date: 19/10/2020**